

~~CONFIDENTIAL~~

12 DEC 1958

MEMORANDUM FOR: Chief, Budget Division  
Chief, Finance Division  
Chief, Fiscal Division  
Chief, Technical Accounting Staff  
Chief, Financial Analysis Staff  
Financial Management Improvement Staff

SUBJECT : Comptroller Policy Planning Meeting

1. A Comptroller Policy Planning Meeting will be held in Room 1041 Alcott on 17 December 1958 at 2 p.m.
2. The items for discussion and policy determination are:
  - a. The preparation and issuance of memoranda that are restricted to Comptroller decisions concerning policy on various financial and Comptroller administrative functions.
  - b. The requirements for and use of a coordinated operating budget, accounting system, and reporting system on a cost basis in Fiscal Year 1960.
  - c. The extent to which detailed accrued cost information (by object class, for example) is required for budgetary and management purposes and the relationship of such cost information to obligations.

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Acting Comptroller

JLB/sms

Distribution:

1 - Each addressee

✓ 1 - Signer

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